

---Minutes: Leesburg Planning Commission July 5, 2001

The Leesburg Planning Commission met on Thursday, July 5, 2001 at 7:00 p.m. in Council Chambers at 25 West Market Street, Leesburg, VA. Staff members present for the meeting were, Mike Tompkins, Paul Gauthier, Mike Freda and Jennifer Moore.

CALL TO ORDER:

The meeting was called to order at 7:30 p.m.

ROLL CALL:

Present: Vice-Chairman Cable
Commissioner Kennedy
Commissioner Werner
Commissioner Zawacki
Councilmember Umstattd

Absent:
Chairman Vaughan
Commissioner Schonberger

ADOPTION OF AGENDA:

The Commission adopted the agenda.

APPROVAL OF MINUTES:

Commissioner Kennedy made a motion to approve the minutes of June 21, 2001 with changes.

Motion: Werner
Second: Zawacki
Carried: 4-0

REMARKS BY PETITIONERS:

None

CHAIRMAN'S STATEMENT:

None

REMARKS BY PETITIONERS:

None

COMPREHENSIVE PLANNING ITEMS

None

PUBLIC HEARING:

PUBLIC HEARING LAND DEVELOPMENT FEE AMENDMENTS – Mike Freda, Budget Manager

Mr. Freda stated that he would be happy to answer any questions that the Commission may have regarding this application. He stated that nothing has changed since the pre-public hearing presentation given to the Commission last week.

Vice-Chairman Cable stated that at the last meeting the Commission indicated that they would like some sort of waiver or consideration of a reduction of fees for churches or smaller groups. She asked if the staff had looked into this any further.

Vice-Chairman Cable stated that she had requested that staff do a review of the staff time used on smaller projects versus the larger ones to determine an average time frame for review of the projects. She stated that if smaller projects took lesser time than the average then perhaps the smaller projects could be given a refund.

Mr. Freda stated that that is a concern or recommendation that the Commission can pass on to Council and he would be happy to ask Council to look at that when the application comes before them.

Mr. Gauthier stated that a lot of the review fees are calculated on public improvements so the smaller projects would have lower fees.

There being no public comment the public hearing for this item was closed.

Commissioner Werner made a motion to suspend the 10-day waiting period and move forward with voting on this item.

Motion: Werner
Second: Zawacki
Carried: 4-0

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Commissioner Werner made a motion to initiate the process to amend the Town's Plan and increase development fees.

Motion: Werner
Second: Kennedy
Carried: 4-0

SUBDIVISION AND LAND DEVELOPMENT:

None

ZONING ITEMS

None

COUNCIL REPRESENTATIVE'S REPORT:

None

STAFF AND COMMITTEE REPORTS:

Commissioner Werner stated that she attended the Traffic Task Force meeting last Monday night. She stated that there would be a letter coming to Council with recommendations made by the Task Force.

Commissioner Werner stated that the Task Force reviewed the placement of six stop signs in Town. She stated that when a citizen or the Council makes requests the Task Force would review the request and then make a recommendation to Council.

OLD BUSINESS:

Commissioner Kennedy stated that he still has not received word about the funding for the sidewalk at Raflo Park. He stated that the Town escrowed \$8,000.00 for the trail and he would like to know where the money is and when this project would be completed.

Vice-Chairman Cable asked the staff to determine the status of the trail along Raflo Park and report back by the next meeting.

NEW BUSINESS:

Commissioner Zawacki stated that when the agenda is short as it was tonight that perhaps the Commission could be doing other things, such as reviewing some portion of the Draft Zoning Ordinance.

Commissioner Zawacki stated that he would also like to have the Town and the County staff put together a presentation of the GIS system and its capabilities so that the Commission can become more familiar with what it can expect from the system. He believes that the system should be able to provide the Commission with a list of vacant property in the Town or property that is in need of infill.

Commissioner Werner stated that she would like to see that plugged into a lighter agenda.

Commissioner Zawacki stated that he would like to have a presentation by the school system on how they calculate the number of students that a development would generate.

Commissioner Kennedy suggested that we just call the school system and get the information and not have a presentation on the material.

Vice-Chairman Cable stated that she would like to suggest that the school system submit something in writing about the formula that they use to process this information.

Commissioner Zawacki stated that the Town has no standards for fiscal impact statements and he would like to see the staff come up with something so that the Commission can be sure that the information that is provided is accurate.

Mr. Tompkins stated that he would do an informative staff report to the Commission regarding this issue.

ADJOURNMENT:

There being no further business the meeting adjourned at 7:55 p.m.